

81-6770

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

25X1 Proposed Revision of [ ] and Figure 2a, Office of General Counsel (Job #9419)

FROM:

EXTENSION

NO.

Max Hugel

Deputy Director for Administration

DATE

18 MAR 1981

DD/A Registry

25X17D24 Hqs.

81-0596

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

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1.

DDCI

2.

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RCD  
1105 Ames Bldg.

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The attached proposal, forwarded for approval, was initiated by the Office of General Counsel to reflect its reorganization announced in [ ] (now expired). The proposal has the concurrence of:

The Deputy Director for  
National Foreign Assessment  
The Deputy Director for  
Science and Technology  
The Deputy Director for  
Operations  
Legislative Counsel  
Inspector General  
Comptroller

DD/A REGISTRY

FILE: OAM-1

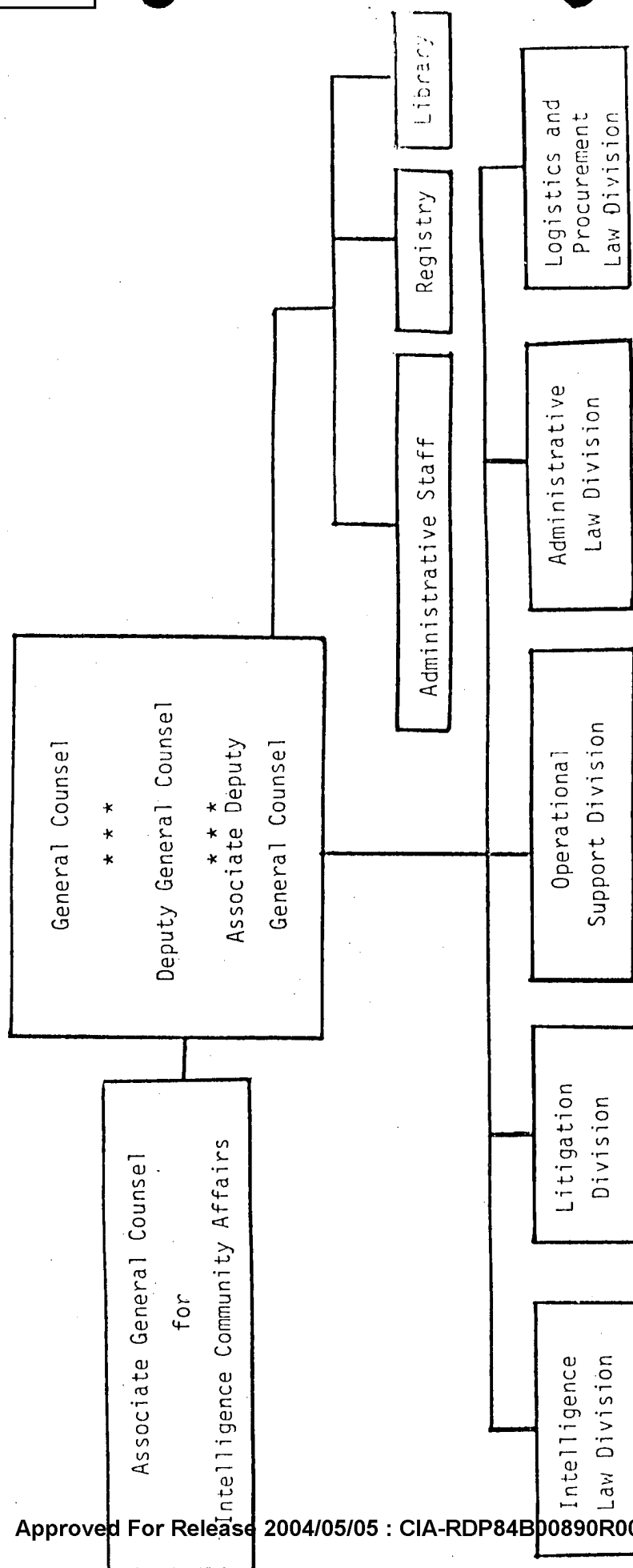
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## HQ. INSTRUCTION SHEET

REMOVE			INSERT			EXPLANATION
REG. NOS.	PAGE NOS.	DATE	REG. NOS.	PAGE NOS.	DATE	
25X1 [ ]	12.2	1/31/79	[ ]			[ ] and Figure 2a are revised to reflect the reorganization of the Office of General Counsel.  [ ] was approved by the DDCI on  PEN AND INK CHANGE:  [ ]
25X1	12.3&					
	12.4	8/14/79				
Arrows in the page margin show the locations of the changes described above.						

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ORGANIZATION

25X1

b. OFFICE OF GENERAL COUNSEL

(1) No change.

(2) FUNCTIONS

(a) General Counsel. The General Counsel will:

(1) through (6) Formerly (a) through (f)

(b) Deputy General Counsel. The Deputy General Counsel shall perform those duties assigned by the General Counsel and act for the General Counsel in his or her absence, and in addition shall function as the designated Agency official for the review of financial disclosure reports filed by Agency employees in compliance with the Ethics in Government Act of 1978.

(c) Associate Deputy General Counsel. This officer will be responsible for the general management of the office and will act for the Deputy General Counsel in his or her absence and for the General Counsel in the absence of both the General Counsel and the Deputy General Counsel.

(d) Associate General Counsel for Intelligence Community Affairs. This officer will be responsible for the coordination of all legal support to the Intelligence Community Staff, to the Director of Central Intelligence as head of the Intelligence Community, to the National Foreign Intelligence Board (NFIB), and to the NFIB Secretariat and for all legal matters in which more than one member of the Intelligence Community has a significant interest.

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(3) ORGANIZATION. The principal responsibilities of the five functional divisions of the Office of General Counsel are as follows:

(a) Intelligence Law Division. This division is responsible for all matters relating to the legality and propriety of intelligence collection activities and all matters relating to special activities, including reports to appropriate congressional committees, and the Foreign Intelligence Surveillance Act; the Case Act, public international law, treaties and agreements; questions relating to academics, journalists, clergy, and business organizations; Intelligence Oversight Board reporting; review of questionable activities; and supervision of the review of all proposed legislation and Executive orders not otherwise delegated by the General Counsel to another member of the office.

(b) Litigation Division. This division is responsible for all matters relating to the Freedom of Information and Privacy Acts, the Publications Review Board, and tort and other nonemployee claims (excluding automobile); all litigation to which the Agency is a party and not arising out of the activities of another division in the Office of General Counsel; and in the case of litigation arising out of a matter handled by another division in the Office of General Counsel, joint supervisory responsibility for purposes of assisting with procedural matters and ensuring consistent Agency positions on substantive issues and release of information.

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(c) Operational Support Division. This division is responsible for direct legal support to all clandestine Agency operations irrespective of organizational component; and all legal matters related to proprietaries, cover, covert tax, contract personnel (agents and nonofficial cover officers), administrative and liquidation plans, other project approvals, creditable service, exemptions to the Foreign Corrupt Practices Act, outside activity requests, personnel legal assistance, workmen's compensation, cleared attorneys, jury duty, and responsibility for the  Group.

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(d) Administrative Law Division. This division is responsible for all legal matters relating to personnel (including normal CIARDS and Civil Service Retirement issues, employee grievance, termination cases, and employee benefit matters), security, finance, budget, appropriations, EEO, copyright, E.O. 12065, Sensitive Compartmented Information (SCI), records management, interagency agreements not otherwise assigned to another division in the Office of General Counsel, insurance, medical, emergency planning; supervision of the legal review of Agency regulatory materials; conflicts of interest; and reporting crimes and unauthorized disclosure of classified information (pursuant to Sections 1-706 and 1-707 of E.O. 12036); and, in coordination with the Chief, Litigation Division, will be responsible for dealing with requests from other departments and agencies relating to proceedings in which the Agency or an Agency employee or associate is not a party; and responding to third-party subpoenas.

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(e) Logistics and Procurement Law Division.

This division is responsible for all legal matters related to procurement contracts (excluding contract personnel), logistics, real estate, Federal/State jurisdiction, patents, firearms and munitions control, procurement for foreign governments, customs, environmental protection, and automobile tort claims.

See organization chart, Figure 2a. (S)

/s/ B. R. Inman

B. R. INMAN  
Admiral, U.S. Navy  
Deputy Director of Central Intelligence

DISTRIBUTION: AB

25X1 RCD [ ] (16 March 81)

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